



CITY OF HOUSTON

Job Posting

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Applications accepted from:

Job Classification

Posting Number

Department

Division

Section

Reporting Location

Workdays & Hours

ALL PERSONS INTERESTED

SUPERVISING ENGINEER

PN# 112392

Department of Public Works & Engineering

Planning and Development Services

Office of the City Engineer

611 Walker*

M-F, 8 A.M. - 5 P.M.*

*Subject to change

9 **DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS**

Supervises, coordinates and manages a variety of engineering activities and personnel to identify, evaluate, manage and monitor the status of the timeframe for plan and plat review for the Plan Review Section, and Plan Sales/Distribution Group. Performs quality control functions for the section. Reviews construction plans for compliance with City specifications and code of ordinance. Coordinates METRO, Harris County and TxDOT projects for the Engineering Services Section. Evaluates encroachment agreements and TIRZ maintenance agreements to resolve problems/issues if they arise. Researches and evaluates plans, specifications and drawings. Performs inspections, identifies problem areas and recommends solutions. Meets with general public, engineers, contractors, developers and other government entities to respond to inquiries and technical problems. Oversees work of technical and clerical personnel by assigning work and reviewing completed assignments. Oversees record keeping activities to maintain filing system, reports and documentation for the section.

10 **WORKING CONDITIONS**

This position routinely requires standing, walking, bending, lifting and whatever means necessary to perform and negotiate field hazards including long periods of walking on rough surfaces on a routine basis.

11 **MINIMUM EDUCATIONAL REQUIREMENTS**

Requires graduation from an approved curriculum in engineering that is approved by the State Board of Registration for Professional Engineers with satisfactory standing.

12 **MINIMUM EXPERIENCE REQUIREMENTS**

Six (6) years of active practice in engineering work after graduation from an approved curriculum in engineering, with two (2) of the years as a licensed Professional Engineer, are required.

13 **MINIMUM LICENSE REQUIREMENTS**

Requires registration as a Professional Engineer in the State of Texas. Valid Texas driver's license and compliance with City of Houston's policy on driving (AP 2-2) are also required.

14 **PREFERENCES**

Experience in plat review and quality control is preferred.

15 **SELECTION/SKILLS TESTS REQUIRED**

None

However, the Department may administer a skill assessment evaluation.

16 **SAFETY IMPACT POSITION**

☒ Yes ☐ No

If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.

17 **SALARY INFORMATION**

Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The salary range for this position is:

Salary Range – Pay Grade 29

\$2,639 - \$3,016 Biweekly

\$68,614 - \$78,416 Annually

18 **OPENING DATE**

August 9, 2006

19 **CLOSING DATE**

Open Until Filled

20 **APPLICATION PROCEDURES**

Original applications only **and resumes** are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, First Floor. **Our TDD (Telephone Device for the Deaf) phone number is (713) 837-9471. For application status inquiries, please call (713) 837-7734. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.**

An equal opportunity employer